

**ECONOMIC DEVELOPMENT COMMISSION
MEETING MINUTES**

DECEMBER 15, 2004

PRESENT: Rick Cleary, Laura Sherman, John Luginbuhl, and Eric Santini

ABSENT: Tim Olmsted, Anna Sanko and Alternate Kelly Peck

STAFF

PRESENT: Matt Davis, Town Planner & Reanna Goodreau, Recording Secretary

I. CALL TO ORDER:

Chairman Cleary called the Economic Development Commission meeting to order at 7:05 PM.

II. PUBLIC COMMENTS: NONE.

III. NEW BUSINESS:

1. Election of Officers

BY CONSENSUS, THE COMMISSION TABLED THIS ITEM TO THE JANUARY 12, 2005 MEETING.

2. Discussion regarding the Build-Out Report and its impact on the Updating of the Plan of Conservation and Development/Regulation Amendments

Matt Davis explained that the Planning & Zoning Commission is in the process of reviewing the existing Plan of Conservation and Development and other documents in order to prioritize and create a scope of needed changes. Mr. Davis noted that the PZC is currently moving forward with zoning regulation changes that can be done without updating the Plan of Conservation and Development.

Chairman Cleary suggested that the commission review the Plan of Conservation & Development economic development section to have a draft of changes on hand when the PZC is ready to update the Plan.

BY CONSENSUS, THE COMMISSION AGREED TO BEGIN REVIEWING THE ECONOMIC DEVELOPMENT SECTION OF THE CURRENT PLAN OF CONSERVATION AND DEVELOPMENT, IN ORDER TO DRAFT SUGGESTIONS FOR CHANGES TO THE PLANNING & ZONING COMMISSION, IN ANTICIPATION OF A POTENTIAL PLAN OF CONSERVATION AND DEVELOPMENT UPDATE.

3. Discussion: MetroHartford Alliance Comprehensive Economic Development Strategy (“CEDS”)

Matt Davis gave a brief explanation of “CEDS” and noted that the Board of Selectmen and Board of Finance allocated funds in order for the Town of Ellington to participate in the program.

Commissioner Sherman asked if the program is Hartford-based and Mr. Davis explained that it is a regional program, but if the rural communities work together, they can get their needs addressed as well.

Chairman Cleary noted that the EDC should be kept informed of the First Selectman’s participation in the CEDS program in order to ensure that commission input is provided.

BY CONSENSUS, THE COMMISSION DIRECTED THE TOWN PLANNER TO SEND A MEMO TO THE FIRST SELECTMAN REQUESTING THAT HE ATTEND EDC MEETINGS TO KEEP THE EDC FULLY INFORMED OF HIS CEDS ACTIVITIES.

MOVED (CLEARY), SECONDED (SHERMAN) AND PASSED UNANIMOUSLY TO ADD TO THE AGENDA UNDER NEW BUSINESS, ITEM 4—DISCUSSION OF THE LAND USE LEADERSHIP ALLIANCE (“LULA”).

4. Discussion of “LULA”

Matt Davis explained that the First Selectman is participating in a program that is being created to train local officials and others in land use policies and practices.

BY CONSENSUS, THE COMMISSION DIRECTED THE TOWN PLANNER TO SEND A MEMO TO THE FIRST SELECTMAN REQUESTING THAT HE ATTEND EDC MEETINGS TO KEEP THE EDC FULLY INFORMED OF HIS ACTIVITIES IN REGARDS TO THE LULA INITIATIVE.

IV. UNFINISHED BUSINESS:

1. Business Survey—Update

Chairman Cleary noted that since Commissioner Sanko was not present that this item could be tabled to the January meeting; however he expressed his desire to get the survey out in January.

BY CONSENSUS, THE COMMISSION TABLED THIS ITEM TO THE JANUARY 12, 2005 MEETING.

2. CEDAS: Camera Friendly Communities—Presentation by Anna Sanko and Laura Sherman

Since Commissioner Sanko was not in attendance, the presentation will be tabled until the January meeting. Commissioner Sherman stated that she has been compiling a document that contains services, accommodations, and permitting requirements that would be needed if an area in Ellington were to be picked as a camera friendly location. She noted that Commissioner Sanko has been speaking with other area towns that have had success with the program.

BY CONSENSUS, THE COMMISSION TABLED THIS ITEM TO THE JANUARY 12, 2005 MEETING.

3. Tax Abatement Policies/Procedures—Update

Matt Davis gave an overview of the issues involved with the tax abatement program and asked members to review his 12/15/04 memo. He noted that the First Selectman, the Assessor, Chairman Cleary, and he had a meeting in May to discuss these issues. He noted that he has not gotten any feedback from the First Selectman regarding that meeting. Mr. Davis explained that he will be updating forms, but that the important issue is tracking compliance with the abatement.

Reanna Goodreau noted that she had spoken with South Windsor's Assessor and Manchester's Planner about their abatement programs and explained their methods of tracking compliance.

Chairman Cleary requested that the Planning Department get an opinion from the Town Attorney about the different information the EDC can request to confirm compliance.

MOVED (LUGINBUHL), SECONDED (SANTINI) AND PASSED UNANIMOUSLY TO HAVE THE EDC MEMBERS REVIEW THE EXISTING TAX ABATEMENT POLICY AND MATT DAVIS' 12/15/04 MEMO, IN ORDER TO HAVE SUGGESTED CHANGES FOR REVIEW AT THE JANUARY 12, 2005 MEETING.

4. Farm Initiatives—Update

Chairman Cleary stated that he had nothing new to report from the First Selectman. Matt Davis noted that the First Selectman has received a list of farmers and their products from Sandy Cohen. The commission requested Mr. Davis get that list from Mr. Milanovich.

V. ADMINISTRATIVE BUSINESS:

1. Discussion re: EDC Work Program/Project Prioritization and Coordination with First Selectman

Chairman Cleary suggested that the commission list their top five initiatives that they are focusing on and forward it to the First Selectman. In order of priority the initiatives include the business survey, the Plan of Conservation & Development update, tax abatement program refinements, farm initiatives, and CEDAS.

BY CONSENSUS THE COMMISSION DIRECTED THE TOWN PLANNER TO SEND A LIST OF THE EDC'S TOP FIVE INITIATIVES FOR 2005 TO THE FIRST SELECTMAN.

2. Approval of October 13, 2004 Meeting Minutes

MOVED (LUGINBUHL), SECONDED (SANTINI) AND PASSED UNANIMOUSLY TO APPROVE THE OCTOBER 13, 2004 MEETING MINUTES.

3. Correspondence:

- a. Purcell Associates Newsletter, November 2004
- b. CRCOG 2005 Legislative Agenda

MOVED (LUGINBUHL), SECONDED (SANTINI) AND PASSED UNANIMOUSLY TO ADD TO THE AGENDA UNDER ADMINISTRATIVE BUSINESS, ITEM 4—DISCUSSION OF THE ELLINGTON COMMUNITY FORUM.

4. Discussion of the Ellington Community Forum

Commissioner Sherman attended the forum and did not think it was relevant to the EDC. She had thought that the forum would be more focused on Ellington and that it would be open for public comment.

MOVED (CLEARY), SECONDED (SHERMAN) AND PASSED UNANIMOUSLY TO ADD TO THE AGENDA UNDER ADMINISTRATIVE BUSINESS, ITEM 5—DISCUSSION OF THE HARTFORD BUSINESS JOURNAL SOLICITATION FOR ADVERTISEMENT.

5. Discussion of the Hartford Business Journal Solicitation for Advertisement

Chairman Cleary noted that he had been approached to put an ad in the Hartford Business Journal. He explained that since it was \$1,000 for a 1/6th of a page and EDC does not have promotional information, he declined. The commission discussed creating promotional information for possibly doing a future advertisement in the Journal or for any other opportunity that may arise.

BY CONSENSUS THE COMMISSION DECIDED TO SEEK ASSISTANCE FROM THE METROHARTFORD ALLIANCE REGARDING PROMOTIONAL OPPORTUNITIES/OPTIONS.

VI. ADJOURNMENT

MOVED (SHERMAN) SECONDED (LUGINBUHL) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 7:53 PM.

Respectfully submitted,

Reanna Goodreau
Recording Secretary